NOAA CIO Council
Meeting Minutes
May 17, 2005

Attendees

Carl Staton, Chair	Charles MacFarland
Greg Bass	Jerry McNamara
Larry Curran	Natalie Smith
Gary Falk	Sandy Wine
Zachary Goldstein	
Ira Grossman	
Nancy Huang	
Herb Kaufman	
Tom Murphy	
Rob Swisher	
Bill Turnbull	
John Villemarette	

Action Items

- CIOs: *Due Date May 23, 2005*: Provide Carl Staton with talking points for Jack Kelly's Executive Breakfast presentation. Points will address from the information technology (IT) infrastructure perspective: What are the IT trends, challenges, and what can industry do to help.
- CIOs: *Due Date May 24, 2005*: Provide to Sandy Wine, Office of Oceanic and Atmospheric Research (OAR), budget numbers for the NOAA consolidated IT Services Contract.
- Sandy Wine: *Due Date May 24, 2005*: Write NOAA Delegation of Procurement Authority (DPA) request for IT Services Contract.
- Gary Falk: *Due Date May 20, 2005*: to provide CIO's background on the last SPAM event.
- Sandy Wine*: Due Date May 24, 2005*: Write a One-Pager on the contract for Carl to present to Tom Pyke and Helen Hurcombe

Handouts:

- Briefing Slides on NOAA IT Services Contract.
- Abbreviated Exhibit 300 for the NOAA IT Services Contract.

Discussions:

i. Introductory Remarks

Carl Staton reported on his conversation with Tom Pyke concerning the HSPD12 Smart Card initiative and the costs associated with implementing as proposed ($50M). Also Carl reported on

the meeting with Karen Evans of the Office of Management and Budget (OMB). She commented that the agencies must get going with the Enterprise Architecture (EA) and that we *"demonstrate"* the use of EA in our decision-making process.

Carl presented the question "How is NOAA doing on its Certification and Accreditation (C&A) packages" and the answer is OK. There are questions on the GOES C&A package.

1. INPUT Executive Breakfast presentation

Carl stated that Jack Kelly will be giving an executive breakfast talk for which he (Carl) is writing for him. Carl asked input from the CIOs on this speech preparation. The speech is to address the trends, key challenges and what can industry do to help.

Carl will need these speaking points by close of business (COB) Monday, May 23. These same ideas on "trends, challenges …" from an IT perspective will be used for his own Association for Federal Information Resources Management (AFFIRM) presentation.

Following this discussion, Carl asked, "if holding the recent incident reports at arms length," what conclusions can be drawn? He asked the CIOs to take the approach from this perspective.

Gary Falk spoke about the recent spam/sober virus attacks on the NOAA network and about the solutions that Operations and Brightmail had in place. Gary said that they had actually blocked over 1.5 million messages. Carl said that if the goal was to reduce the false positives we must develop a tolerance of some occasional spam.

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2. Compass Points and Priorities

Carl said that NOAA was the only one who had seen this document and these compass points and priorities had come up in the last 3 meetings he had attended.   He mentioned that Vice Admiral Conrad C. Lautenbacher and James R. Mahoney both emphasized Part 3 of the goals that "Department of Commerce (DOC) will lead…" By 2008, the DOC will lead all cabinet agencies in performance driven-results based on the President's Management Agenda. Greater emphasis is going to be placed on Department-wide sharing and "getting to green."

3. NOAA IT Services Contract

Sandy Wine provided a draft/abbreviated Exhibit 300, but thinks we should be very clear in how the contract is managed. She is seeking comments, clarifications, and budget numbers.

Ira noted some concern over the single contractor aspect of this contract. Carl said that this should be viewed as our "first-opportunity" to acquire services, and document if you choose to

not use it. Sandy said the scope is flexible, but that task orders should include performance measures and management plan.

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   ACTION: Sandy Wine: Due Date May 24: Write NOAA Delegation of Procurement Authority (DPA) request for IT Services Contract.

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4.C-Stars Requirements

John Villemarette reminded the CIOs of the memo which he sent asking them to report if their Line Office is using Microsoft Internet Explorer. John informed everyone that in order to use C-Stars, one must have access to Microsoft Internet Explorer. All of the CIOs reported that everyone in their Line Office/Staff Office has access to Microsoft Internet Explorer.

Carl said that although C-Stars is being deployed in NOAA, he heard that C-Stars will be not be required until 2006. John affirmed it by stating that deployment is in 2005, and mandatory usage is in 2006.

5. Another Subject
   PPBES

Robert Swisher reviewed near term PPBES due dates. Carl wanted an aggregated assessment of the numbers and give him an interpretation ("arms length and do the aggregate"). 4 areas: IT Security, Office Automation/Technology Refreshment, Automation Tools, Enterprise Architecture.

Drafts on the PBA's due on June 3rd, and this body needs to provide a first level assessment by June 17th, and final by August 31st.

Mission Goal:	CIO Lead
Commerce & Transportation	Hugh Johnson
Weather and Water	Paul Chan
Climate	Nancy Huang
Ecosystems	Larry Tyminski